## ESD/SVP Field Trip Request

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| **Program Name:**  |  |
| **Project Number:** |  |
| **Proposed Field Trip Destination(s):** |  |
| **Date(s) of Field Trip:** |  |
| **Number of students:**  |  |
| **Number of Staff**  |  |
| **Breakdown of Cost: Transportation, Entrance Fees, Food, Cost per Student**  |  |
| **Objective(s) of the Field Trip:** |  |
| **Will this require a Budget Amendment?**  |  |
| **Is this a Summer Field Trip?**  |  [ ]  Yes [ ]  No |

**Complete the following tasks by providing information about using ESD/SVP funds for field trips. As a reminder, here are the program requirements for the ESD/SVP Grant:**

***ESD:*** *Provide extracurricular enrichment activities, including, but not limited to, athletics, academic enrichment, social-emotional learning, art, music, drama, academic tutoring, mentoring, community services, and related programs that will increase student achievement[[1]](#endnote-2) and contribute to school violence prevention.*

***SVP:*** *School safety activities include goods and services to provide safe corridors, diversity programs, collaboration with law enforcement agencies or community-based organizations, metal detectors, intercom systems, and other intra-school communication devices, devices to increase the security and safety of program personnel and students.*

*The ESD/SVP* *RFP states that field trips should have an educational focus[[2]](#endnote-3) and a measurable outcome[[3]](#endnote-4).*

### Areas of Educational Focus

* Using the chart below, select any area of Educational Focus that applies to your field trip from the chart below.
* Describe how the selected educational focus area(s) align with the ESD/SVP Grant program requirements. Provide appropriate evidence to support your selection (agenda, sample student worksheet, etc.)

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| --- | --- |
| [ ]  Science and Nature  | [ ]  Arts and Culture  |
| [ ]  History and Social Studies | [ ]  Technology and Innovation  |
| [ ]  Civic Engagement and Community Service  | [ ]  Outdoor Education and Adventure  |
| [ ]  Career Exploration  | [ ]  Health and Wellness  |
| [ ]  Literature and Language Arts  | [ ]  Culinary Arts and Nutrition  |
| [ ]  Math and Economics  | [ ]  Geography and Geology  |
| [ ]  Financial Literacy  | [ ]  Other: Click or tap here to enter text. |

* Describe how the selected educational focus area(s) align with the ESD/SVP Grant Program requirements.

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| Click or tap here to enter text. |

### Activities/Skills

* Using the chart below, identify specific knowledge and skills students are expected to acquire from the field trip.

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| [ ]  Communication Skill Building | [ ]  College and Career Planning/Preparation |
| [ ]  Research Skills | [ ]  Critical thinking |
| [ ]  Story reading/listening  | [ ]  Problem Solving |
| [ ]  Financial and Environmental Literacy | [ ]  Teamwork-Collaboration |
| [ ]  Conflict Resolution | [ ]  Empathy and Compassion |
| [ ]  Cultural awareness  | [ ]  Appreciation for the Arts |
| [ ]  Community Advocacy | [ ]  Civic Engagement |
| [ ]  Creativity and Imagination  | [ ]  Other: Click or tap here to enter text. |

* Describe post-field trip reflection activities or assessments to evaluate students’ learning outcomes and facilitate meaningful discussions about their experiences.

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| --- |
| Click or tap here to enter text. |

### Special Considerations

**(Accommodations/Modifications/Assistive Technology/Equipment)**

What is needed to ensure the lesson is accessible to all student subgroups? (e.g., Students of Color, Students with Disabilities, English Language Learners, etc.):

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| --- |
| Click or tap here to enter text. |

**Additional Comments/Notes:**

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| --- |
| Click or tap here to enter text. |

**NYSED Reviewer:**

**Decision:**   /  /     **Date NYSED** [ ]  **Approved** [ ]  **Request Denied**

1. Student achievement typically refers to the level of success, progress, or accomplishment attained by a student that serves as an indicator of the effectiveness of educational programs [↑](#endnote-ref-2)
2. Educational purpose refers to the fundamental objectives and goals of the educational process [↑](#endnote-ref-3)
3. Measurable outcomes refer to specific, observable, quantifiable results and/or achievements that can be assessed to determine the success and effectiveness of an activity, program, or initiative [↑](#endnote-ref-4)